



FEE CORRECTION REQUEST FORM

Customer Name: _____

RPU Customer Number: _____ PIN Number(s): _____

Service Address: _____

Mailing Address: _____

Phone Numbers, Day: _____ Evening: _____

E-Mail Address: _____

Date Submitted: _____

Check the reason(s) for this Fee Correction Request:

- ☐ Incorrect classification of the property
The property is currently classified as a non-residential / residential customer and should be classified as a non-residential / residential customer. (Circle your answers.)
- ☐ Errors in the percent impervious area of the parcel
Please submit a revised percent impervious area for each parcel in question, as certified by a registered land surveyor or professional engineer. Documentation in support of the revised value must be attached and include a summary calculation of impervious area for each parcel in question along with "as built" construction documentation, site plans, building plans, and/or property maps.
- ☐ Multiplication error occurred while calculating the Fee
Identify the error here:
- ☐ I am being billed for parcels that I do not own
List the PIN numbers that are not under your ownership here:
- ☐ I am not being billed for parcels that I own
List the missing parcel(s) here:
- ☐ My address is incorrect:
List the correct address here:

Please attach any additional information that would be helpful in explaining the error along with any information that would be useful in resolving the problems.

Mail this form to:

Storm Water Utility Manager
Rochester Public Works Department
201 4th St. SE; Room 108
Rochester, MN 55904-3740

City of Rochester Storm Water Utility

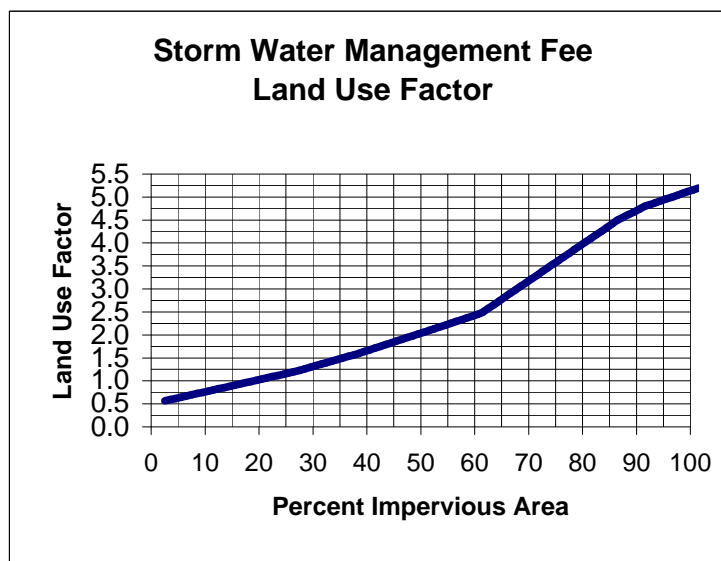
Non-Residential Customer FEE CORRECTIONS PROCESS

The Storm Water Utility Fee for each parcel of property is calculated using this formula:

$$\text{Fee} = (\text{land Use Factor}) \times (\text{Parcel Size, in acres}) \times (\text{Rate}),$$

Where:

- The Land Use Factor is derived from the chart below and reflects the storm water impacts resulting from the amount of impervious surface measured for each parcel of property owned by non-residential customers.
- The Parcel Size is taken from the Olmsted County Real Property database.
- The Rate is set by the City Council in an amount sufficient to provide the necessary storm water management services (the Rate is proposed to be \$15.96/acre/month).



If you think the stated parcel size is incorrect, you will need to contact the Olmsted County Property, Records and Licensing Department (285-8204) for assistance. If a parcel size error does exist, please confirm the corrected value with the City of Rochester GIS specialist (287-2336), who will then forward the correction to Rochester Public Utilities for adjustment of your utility bill.

A property owner or the person responsible for paying the Fee may request correction of the Fee by submitting a completed **Fee Correction Request Form** to the City stating the reasons for the correction along with the information needed to correct the error. Failure to provide the necessary information will be grounds for denial of the request. The City will make a determination on the Fee Correction Request within thirty days after receipt of the property owner's completed Fee Correction Request Form. Notification of the resultant action will be sent to the property owner. If the property owner does not agree with the correction decision, appeal may be made to the City Council.